

C O P Y

Approved For Release 2001/08/09 : CIA-RDP78-05747A000100170064-1
CONFIDENTIAL (If Filled In)

X1A

REQUEST FOR AUTHORIZATION OF OVERTIME AND HOLIDAY WORK

TO:
Comptroller

25X1A

FROM:
Chief, Operations and Liaison Branch, FDALLOTMENT SYMBOL
[REDACTED]

PAY PERIOD		ESTIMATED NUMBER	
BEGINNING	ENDING	HOURS	EMPLOYEES
1 April 1962	14 April 1962	11	2
15 April 1962	28 April 1962	80	10
29 April 1962	12 May 1962	80	10

JUSTIFICATION

INDICATE, CONCISELY BUT ADEQUATELY, PURPOSE FOR WHICH OVERTIME IS TO BE USED, TYPE OF PERSONNEL INVOLVED (e.g., clerical, professional) AND REASON WORK CANNOT BE ACCOMPLISHED WITHIN 40 HOUR WEEK. (Do not include Operational Detail)

This overtime is necessary because of the accountings on hand to be audited.

[REDACTED]

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JUST	NEXT REV 2010	AUTH: MM 70-2

[REDACTED]

DATE TYPED NAME AND SIGNATURE OF SUPERVISOR (if applicable)

17 April 1962

Chief, O & L Branch, FD

CONCURRENCE (if applicable)

AUTHORIZATION

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DATE CONCURRED

DATE AUTHORIZED

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